

Agenda
Civil Service Commission Meeting
Tuesday, April 27, 2010
at 6:30 p.m. to be held
in Council Chambers of
City Hall 118 Arizona Street, Bisbee, AZ

Meeting called to order at _____PM , by _____

Mary Ann Jorgenson, Chairperson
Ken Wallace, Vice-Chairperson
Carrie Mitten, Commissioner/Secretary
Larry Elkins, Commissioner
David Smith, Commissioner

Jennifer Graeme, Personnel Director
Andy Haratyk, Employee Council Chair
Mark J. Langlitz, City Attorney
Bennie Scott, Council Liaison

New Business:

- Item 1.** Discussion and possible recommendation to Mayor and Council regarding a new job description for the position of Public Works Operations Manager.
- Item 2.** Discussion and possible recommendation to Mayor and Council regarding revised Recycling Attendant job description.
- Item 3.** Discussion and possible recommendation to Mayor and Council regarding revised Streets Maintenance Supervisor job description.
- Item 4.** Discussion and possible recommendation to Mayor and Council regarding revisions to various job descriptions to include responsibility for overseeing Department of Corrections inmate labor as required and certification for supervision.
- Item 5.** Discussion and possible recommendation to Mayor and Council regarding revisions to various job descriptions to include responsibility for overseeing Department of Corrections inmate labor, the requirement of a basic degree of knowledge of laws and regulations, the requirement of entry level of skill in instructing, directing and maintaining safety of inmate labor and certification for supervision.
- Item 6.** Discussion and possible recommendation to Mayor and Council regarding revisions to various job descriptions to include responsibility for overseeing Department of Corrections inmate labor, the requirement of a moderate degree of knowledge of laws and regulations, the requirement of mid level of skill in instructing, directing and maintaining safety of inmate labor and certification for supervision.
- Item 7.** Discussion and possible recommendation to Mayor and Council regarding revisions to various job descriptions to include responsibility for overseeing Department of Corrections inmate labor, the requirement of a high degree of knowledge of laws and regulations, the requirement of high level of skill in instructing, directing and maintaining safety of inmate labor and certification for supervision.

Call to the Public
For the Good of the Order